



**Executive Committee Acting as a  
Local Trust Committee (Ballenas-Winchelsea Islands)  
Minutes of Regular Meeting**

**Date:** November 30, 2021  
**Location:** Coast Victoria Hotel  
 Gonzales Room, Lower Level  
 146 Kingston Street  
 Victoria, BC V8V 7V4

**Members Present:** Peter Luckham, Chair  
 Sue Ellen Fast, Trustee  
 Laura Patrick, Trustee  
 Dan Rogers, Trustee

**Staff Present:** Heather Kauer, Regional Planning Manager  
 Lori Foster, Recorder

**Members of the public:** There was one person present at the physical location

The meeting was livestreamed and recorded.

**1. CALL TO ORDER**

Chair Luckham called the meeting to order at 9:33 a.m. He acknowledged that the meeting was being held on the traditional and treaty territory of Coast Salish First Nations.

**2. APPROVAL OF AGENDA**

**By general consent,** the agenda was approved as presented.

**3. TOWN HALL**

Email correspondence with attached report dated November 27, 2021, from Fred Pishalski, Regional Manager with BC Marine Trails (a non-profit society), was circulated as a late item to the local trust committee (LTC) on November 29.

Mr. Pishalski spoke to the potential use of West Ballenas Island as a site on the Salish Seas Marine Trail for the safe transit and recreational use of paddlecraft as presented in the report.

Discussion ensued on the following:

- the difference between a camping and emergency stop,
- consultation with First Nations.

The report was received for information.

**4. MINUTES**

**4.1 Local Trust Committee Minutes dated April 21, 2021**

By general consent the minutes of April 21, 2021, were adopted as presented.

**4.2 Section 26 Resolutions-Without-Meeting Report November 10, 2021**

Received for information.

**5. BUSINESS ARISING FROM MINUTES**

**5.1 Follow-up Action List dated November 10, 2021**

Received for information

**6. APPLICATIONS AND REFERRALS**

**6.1 Islands Trust Areas Bylaw No. TC183 - Referral Request for Response**

Chair Luckham spoke to the referral of the draft Policy Statement, proposed Bylaw No. 183.

Discussion followed on the next phase of engagement regarding the draft bylaw with regards to Ballenas – Winchelsea local trust area property owners.

**EX-2021-001**

**It was Moved and Seconded**

that the Executive Committee Acting as a Local Trust Committee (Ballenas-Winchelsea Islands) request staff to ensure property owners in the Ballenas-Winchelsea Local Trust Area are contacted regarding the Trust Policy Statement engagement.

**CARRIED**

By general consent, the referral request was received for information.

**7. LOCAL TRUST COMMITTEE PROJECTS – None**

**8. DELEGATIONS – None**

**9. CORRESPONDENCE – None**

**10. NEW BUSINESS**

**10.1 2022 Annual Meeting Schedule**

**EX-2021-002**

**It was Moved and Seconded,**

that the Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) schedule its regular business meetings on the following dates in 2022: March 16 and October 12.

**CARRIED**

**10.2 Model Fees Bylaw**

**10.2.1 Fees Bylaw Update - Request for Decision**

Regional Planning Manager (RPM) Kauer spoke to the request for decision.

Discussion followed on the recommendation as presented on page 17 of the agenda package, that it would not be necessary for the LTC to ask staff to draft a new fees bylaw because it was already contained in the agenda package for consideration.

Community benefit and community amenity were discussed with regards to the local trust area and future potential temporary use permits.

**10.2.2 Draft Fees Bylaw - Staff Report**

Discussion ensued amongst the trustees and the following resolutions were made.

**EX-2021-003**

**It was Moved and Seconded,**

that Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Bylaw No. 35, cited as “Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Fees Bylaw, 2021”, be read a first time.

**CARRIED**

**EX-2021-004**

**It was Moved and Seconded,**

that Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Bylaw No. 35, cited as “Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Fees Bylaw, 2021”, be read a second time.

**CARRIED**

**EX-2021-005**

**It was Moved and Seconded,**

that Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Bylaw No. 35, cited as “Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Fees Bylaw, 2021”, be read a third time.

**CARRIED**

**EX-2021-006**

**It was Moved and Seconded,**

that Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Bylaw No. 35, cited as “Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Fees Bylaw, 2021”, be forwarded to the Secretary of the Islands Trust for approval by the Executive Committee.

**CARRIED**

**11. REPORTS****11.1 Trustee Reports**

Trustee Fast, as Vice-Chair of Islands Trust Conservancy, spoke to the kelp mapping project nearing completion and, an opportunity the Conservancy may be involved in for further research and analysis of kelp mapping through a project with the University of Victoria.

**11.2 Chairs Report**

Chair Luckham spoke to visiting the Salish View Nature Reserve on Lasqueti Island and noted that West Ballenas Island has been acquired by BC Parks.

**11.3 Trust Conservancy Report****11.3.1 May 25, 2021**

Received for information.

**11.3.2 July 13, 2021**

Received for information.

**11.4 Regional District of Nanaimo Electoral Area E Director Update**

Bob Rogers, Electoral Area E Director, sent regrets having a meeting conflict.

**11.5 Snaw-naw-as (Nanoose) First Nation Representative Report (verbal report) – None****11.6 Applications Report – None****11.7 Trustee and Local Expense Report – None****11.8 Adopted Policies and Standing Resolutions**

Received for information.

**11.9 Local Trust Committee Webpage**

The LTC webpage can be found at:  
<https://islandstrust.bc.ca/location/ballenas-winchelsea/>

**12. WORK PROGRAM****12.1 Top Priorities Report dated November 10, 2021**

Received for information.

**12.2 Projects List Report dated November 10, 2021**

Discussion on Top Priority 1. boat tour was discussed, should get back on track, not realized due to scheduling, COVID and nearing end of term.

**13. INFORMATION ITEMS**

Items 13.1 to 13.4 were received for information.

**13.1 2019-2020 Reconciliation Report**

**13.2 The Heron - Autumn 2021**

**13.3 News Release - Extensive Policy Statement Engagement Planned**

**13.4 News Release - November-December Trust Council Meeting Program Announced - Public Invited to first in-person meeting since March 2020**

**14. CLOSED MEETING – None**

**15. UPCOMING MEETINGS**

**15.1 Next Regular Meeting Scheduled**

March 16, 2022 at 10:00 a.m.

**16. ADJOURNMENT**

**By general consent** the meeting was adjourned at 10:03 a.m.

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Peter Luckham, Chair

Certified Correct:

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Lori Foster, Recorder